



Arnold Schwarzenegger  
Governor

March 22, 2010  
22M:385:DEJ:1070

Mr. Phillip L. Dunn, Executive Director  
Foothill Workforce Investment Board  
1207 East Green Street  
Pasadena, CA 91106

Dear Mr. Dunn:

AMERICAN RECOVERY AND REINVESTMENT ACT  
PROGRAM REVIEW  
FINAL MONITORING REPORT  
PROGRAM YEAR 2009-10

This is to inform you of the results of our review for Program Year (PY) 2009-10 of the Foothill Workforce Investment Board's (FWIB) activities funded by the American Recovery and Reinvestment Act of 2009 (ARRA). We focused this review on the following areas: program administration, local level monitoring, management information system/reporting, incident reporting, nondiscrimination and equal opportunity, grievance and complaint system, and program operations including ARRA activities and participant eligibility.

This review was conducted by Mr. David Jansson from January 11, 2010, through January 14, 2010.

Our review was conducted under the authority of Sections 667.400 (a) and (c) and 667.410 of Title 20 of the Code of Federal Regulations (20 CFR). The purpose of this review was to determine the level of compliance by FWIB with applicable federal and state laws, regulations, policies, and directives related to the ARRA grant.

We collected the information for this report through interviews with FWIB representatives, service provider staff, and ARRA participants. In addition, this report includes the results of our review of sampled case files, FWIB's response to Sections I and II of the ARRA Program On-Site Monitoring Guide, and a review of applicable policies and procedures for PY 2009-10.

## BACKGROUND

For PY 2009-10, FWIB was allocated: \$505,951 to serve 150 adult participants; \$497,421 to serve 113 youth participants; and \$487,051 to serve 200 dislocated worker participants.

For the quarter ending December 31, 2009, FWIB reported the following expenditures for its ARRA funded activities: \$78,430 for adult participants; \$43,965 for youth participants; and \$99,133 for dislocated worker participants. In addition, FWIB reported the following ARRA enrollments: 50 adult participants; 2 youth participants; and 74 dislocated worker participants. We reviewed case files for 30 of the participants enrolled in ARRA funded activities as of January 11, 2010.

## PROGRAM REVIEW RESULTS

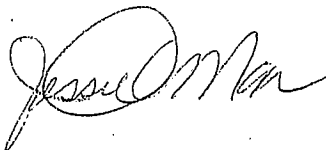
We conclude that, overall, FWIB is meeting applicable ARRA requirements concerning its program operations.

This report contains no findings or concerns; therefore, we are issuing this report as the final report.

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all of the areas included in our review. It is FWIB's responsibility to ensure that its systems, programs, and related activities comply with the ARRA grant program, federal and state regulations, and applicable state directives. Therefore, any deficiencies identified in subsequent reviews, such as an audit, would remain FWIB's responsibility.

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Ms. Mechelle Hayes at (916) 654-1292.

Sincerely,



JESSIE MAR, Chief  
Compliant Monitoring Section  
Compliance Review Office

cc: Jose Luis Marquez, MIC 50  
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